INDEPENDENT AUDITOR'S REPORTS
BASIC FINANCIAL STATEMENTS AND
SUPPLEMENTARY INFORMATION
SCHEDULE OF FINDINGS

JUNE 30, 2009

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#### <u>OFFICIALS</u>

Name	<u>Title</u>	Term Expires
Marvin S. Philips Gary J. Adam William Randolph	Board of Supervisors Board of Supervisors Board of Supervisors	January 2009 January 2011 January 2011
Jon P. Finney	County Auditor	January 2009
Tanya McQuoid	County Treasurer	January 2011
Glenice Graber	County Recorder	January 2011
Dan Tedrow	County Sheriff	January 2009
H. Craig Miller	County Attorney	January 2011
Dixie Sanders	County Assessor	January 2010

#### INDEPENDENT AUDITOR'S REPORT

#### To the Officials of Van Buren County, Iowa:

We have audited the accompanying financial statements of the governmental activities, each major fund and the aggregate remaining fund information of Van Buren County, Iowa, as of and for the year ended June 30, 2009, which collectively comprise the County's basic financial statements listed in the table of contents. These financial statements are the responsibility of Van Buren County, Iowa's management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with U.S. generally accepted auditing standards and the standards applicable to financial audits contained in <u>Government Auditing Standards</u>, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund and the aggregate remaining fund information of Van Buren County, Iowa at June 30, 2009, and the respective changes in financial position for the year then ended in conformity with U.S. generally accepted accounting principles.

In accordance with <u>Government Auditing Standards</u>, we have also issued our report dated November 30, 2009 on our consideration of Van Buren County, lowa's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with <u>Government Auditing Standards</u> and should be considered in assessing the results of our audit.

Management's Discussion and Analysis and budgetary comparison information on pages 4 through 9 and 27 through 29 are not required parts of the basic financial statements, but are supplementary information required by the Governmental Accounting Standards Board. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. We did not audit the information and express no opinion on it.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise Van Buren County, lowa's basic financial statements. We previously audited, in accordance with the standards referred to in the second paragraph of this report, the financial statements for the six years ended June 30, 2008 (which are not presented herein) and expressed unqualified opinions on those financial statements. Other supplementary information

included in Schedules 1 through 5, is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied in our audit of the basic financial statements and, in our opinion, is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

ANDERSON, LARKIN & CO. P.C.

Ottumwa, Iowa November 30, 2009

#### MANAGEMENT'S DISCUSSION AND ANALYSIS

Van Buren County, Iowa, provides this Management's Discussion and Analysis of its financial statements. This narrative overview and analysis of the financial activities is for the fiscal year ended June 30, 2009. We encourage readers to consider this information in conjunction with the County's financial statements, which follow.

#### 2009 FINANCIAL HIGHLIGHTS

- The County's Governmental funds' revenues increased \$65,599 from fiscal 2008 to fiscal 2009. Property and other County tax revenues increased \$308,814, miscellaneous revenues increased \$187,922 and intergovernmental revenues decreased \$369,272.
- The County's Governmental funds' expenditures decreased a total of \$1,090,966 from fiscal
  year 2008. Roads and transportation and capital projects expenditures made up the largest
  decreases at \$673,762 and \$378,402, respectively.
- The County's net assets increased 31.5%, or \$841,333 from June 30, 2008 to June 30, 2009.

#### **USING THIS ANNUAL REPORT**

The annual report consists of a series of financial statements and other information, as follows:

Management's Discussion and Analysis introduces the basic financial statements and provides an analytical overview of the County's financial activities.

The Government-wide Financial Statements consist of a Statement of Net Assets and a Statement of Activities. These provide information about the activities of Van Buren County, Iowa as a whole and present an overall view of the County's finances.

The Fund Financial Statements tell how governmental services were financed in the short term as well as what remains for future spending. Fund financial statements report Van Buren County, lowa's operations in more detail than the government-wide statements by providing information about the most significant funds. The remaining statements provide financial information about activities for which Van Buren County, lowa acts solely as an agent or custodian for the benefit of those outside of County government (Agency Funds).

Notes to Financial Statements provide additional information essential to a full understanding of the data provided in the basic financial statements.

Required Supplementary Information further explains and supports the financial statements with a comparison of the County's budget for the year.

Other Supplementary Information provides detailed information about the nonmajor Special Revenue and the individual Agency Funds.

#### REPORTING THE COUNTY'S FINANCIAL ACTIVITIES

#### Government-wide Financial Statements

One of the most important questions asked about the County's finances is, "Is the County as a whole better off or worse off as a result of the year's activities?" The Statement of Net Assets and the Statement of Activities report information which helps answer this question. These statements include all assets and liabilities using the accounting and the economic resources measurement focus, which is similar to the accounting used by most private-sector companies. All of the current year's revenues and expenses are taken into account, regardless of when cash is received or paid.

The Statement of Net Assets presents all of the County's assets and liabilities, with the difference between the two reported as "net assets". Over time, increases or decreases in the County's net assets may serve as a useful Indicator of whether the financial position of the County is improving or deteriorating.

The Statement of Activities presents information showing how the County's net assets changed during the most recent fiscal year. All changes in net assets are reported as soon as the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will not result in cash flows until future fiscal periods.

The County's governmental activities are presented in the Statement of Net Assets and the Statement of Activities. Governmental activities include public safety and legal services, physical health and social services, mental health, county environment and education, roads and transportation, governmental services to residents, administration, interest on long-term debt and non-program activities. Property tax and state and federal grants finance most of these activities.

#### Fund Financial Statements

The County has two kinds of funds:

- 1) Governmental funds account for most of the County's basic services. These focus on how money flows into and out of those funds, and the balances left at year-end that are available for spending. The governmental funds include:
  - 1. The General Fund,
  - 2. The Special Revenue Funds, such as Mental Health, Rural Services and Secondary Roads,

These funds are reported using the current financial resources measurement focus and the modified accrual basis of accounting, which measures cash and all other financial assets that can readily be converted to cash. The governmental fund financial statements provide a detailed, short-term view of the County's general governmental operations and the basic services it provides. Governmental fund information helps determine whether there are more or fewer financial resources that can be spent in the near future to finance the County's programs.

The required financial statements for governmental funds include a balance sheet and a statement of revenues, expenditures and changes in fund balances.

2) Fiduciary funds are used to report assets held in a trust or agency capacity for others which cannot be used to support the County's own programs. These fiduciary funds include Agency Funds that account for drainage districts, emergency management services and the County Assessor, to name a few.

The required financial statement for fiduciary funds is a statement of fiduciary assets and liabilities.

Reconciliations between the government-wide financial statements and the fund financial statements follow the fund financial statements.

#### **GOVERNMENT-WIDE FINANCIAL ANALYSIS**

As noted earlier, net assets may serve over time as a useful indicator of financial position. Van Buren County, lowa's combined net assets increased from \$13,179,018 to \$13,476,683. The analysis that follows focuses on the changes in the net assets for governmental activities.

#### Net Assets of Governmental Activities

•	<u>June 30, 2009</u>		<u>Ju</u>	ine 30, 2008
Current and other assets Capital assets Total assets	\$	6,125,550 10,277,649 16,403,199	\$	5,283,461 10,876,148 16,159,609
Long-term liabilities Other liabilities Total liabilities		210,000 2,716,516 2,926,516		225,000 2,755,591 2,980,591
Net assets: Invested in capital assets, net of related debt Restricted Unrestricted		10,277,649 2,724,261 474,773		10,836,909 1,932,112 409,997
Total net assets	\$	<u>13,476,683</u>	\$	<u>13,179,018</u>

Net assets of Van Buren County, Iowa's governmental activities increased by \$297,665 (\$13,179,018 compared to \$13,476,683). The largest portion of the County's net assets is invested in capital assets (e.g., land, infrastructure, buildings and equipment), less the related debt. The debt related to the investment in capital assets is liquidated with resources other than capital assets. Restricted net assets represent resources subject to external restrictions, constitutional provisions or enabling legislation on how they can be used. Unrestricted net assets (the part of net assets that can be used to finance day-to-day operations without constraints established by debt covenants, enabling legislation or other legal requirements) increased from \$409,997 at June 30, 2008 to \$474,773 at June 30, 2009, an increase of 15.8%.

#### Changes in Net Assets of Governmental Activities

	Year ended June 30, 2009		-	ear ended ne 30, 2008
Revenues:				
Program revenues:				
Charges for service	\$	419,792	\$	407,349
Operating grants, contributions and restricted interest		3,594,366		3,645,361
General revenues:				
Property and other County tax		1,638,702		1,518,084
Penalty and interest on property tax		34,826		30,425
State tax credits		187,252		153,748
Local option sales tax		298,595		243,100
Unrestricted investment earnings		84,164		117,498
Other general revenues		92,140		156,400
Total revenues		6,349,837		6,271,965

Program expenses:	•	
Public safety and legal services	988,047	871,367
Physical health and social services	382,957	441,564
Mental health	514,112	591,980
County environment and education	441,323	371,021
Roads and transportation	2,833,567	3,475,979
Governmental services to residents	313,463	258,464
Administration	577,304	555,776
Capital projects	1,399	22,414
Total expenses	6,052,172	<u>6,588,565</u>
Change in net assets	297,665	(316,600)
Net assets beginning of year	<u>13,179,018</u>	13,495,618
Net assets end of year	\$ <u>13,476,683</u>	\$ <u>13,179,018</u>

The County increased property tax asking for the 2009 fiscal year by approximately 12.7%. This increase of \$257,163 followed the previous year's increase of \$51,868 in property tax asking. The property tax asking for fiscal year 2010 was set at \$2,326,564, an increase of 1.9% from fiscal year 2009.

#### INDIVIDUAL MAJOR FUND ANALYSIS

As Van Buren County, lowa completed the year, its governmental funds reported a combined fund balance of \$3,510,427, an increase of \$841,333 compared to last year's total of \$2,669,094. The increase in fund balance is primarily attributable to the completion of Secondary Road projects in the previous fiscal year. The following are the major reasons for the changes in fund balances of the major funds from the prior year:

- General Fund revenues and expenditures were \$2,551,511 and \$2,429,658, respectively. The ending fund balance showed an increase of \$128,735 from the prior year to \$1,074,597.
- The County has continued to look for ways to effectively manage the cost of mental health services. For the year, expenditures totaled approximately \$499,071, a decrease of 15.6% from the prior year. The Mental Health Fund balance at year end increased by \$41,041 from the prior year.
- Rural Services Fund revenues increased \$198,947 from the prior year and expenditures increased \$15,500 resulting in an increase in ending fund balance of \$55,624 for the year ended June 30, 2009.
- Secondary Roads Fund expenditures decreased by \$1,038,149 over the prior year, due principally to the completion of various road projects in the prior fiscal year. This decrease in expenditures resulted in an increase in the Secondary Roads Fund ending balance of \$332,304, or 26.6%.

#### **BUDGETARY HIGHLIGHTS**

Over the course of the year, Van Buren County, Iowa amended its budget once. The amendment was made on March 30, 2009 and resulted in an increase in budgeted disbursements related to roads and transportation.

Even with these amendments, the County underspent the original total budgeted amount of \$6,626,597 by \$314,144 for the year ended June 30, 2009.

#### CAPITAL ASSETS AND DEBT ADMINISTRATION

#### Capital Assets

At June 30, 2009 Van Buren County, Iowa had \$10,277,649 invested in a broad range of capital assets (net of depreciation), including public safety equipment, buildings, park facilities, roads and bridges. This is a net decrease (including additions and deletions) of \$598,499, or 5.5% over last year.

#### Capital Assets of Governmental Activities at Year End

	<u>June 30, 2009</u> <u>June 3</u>			ine 30, 2008
Land Buildings and improvements Equipment and vehicles Infrastructure Construction in progress	\$	1,179,587 1,391,890 1,900,974 5,786,463 18,735	\$	1,179,587 1,468,046 2,078,994 5,788,775 360,746
Total	\$	10,277,649	\$	10,876,148

The County had depreciation expense of \$695,725 in fiscal year 2009 and total accumulated depreciation of \$5,538,754 at June 30, 2009, compared to total accumulated depreciation of \$4,883,868 at June 30, 2008.

The County's fiscal year 2009 capital budget as amended included \$951,500 for capital projects, principally for road and bridge improvements. More detailed information about the County's capital assets is presented in Note 4 to the financial statements.

#### Long-Term Debt

At June 30, 2009, Van Buren County, lowa had no general obligation bonds or other debt other than compensated absences and an estimated liability for landfill postclosure care costs.

#### Outstanding Debt of Governmental Activities at Year-End

	June 30, 2009	<u>June 30, 2008</u>
Landfill postclosure costs Compensated absences Capital lease purchase agreements	\$ 225,000 128,362 ————————————————————————————————————	\$ 240,000 124,813 39,239
Total	\$ <u>353,362</u>	\$ <u>404,052</u>

The Constitution of the State of Iowa limits the amount of general obligation debt counties can issue to 5% of the assessed value of all taxable property within the County's corporate limits. Van Buren County, Iowa's constitutional debt limit for the fiscal year 2009 is \$16,596,397. Compensated absences include accrued vacation pay and sick leave. Additional information about the County's long-term debt is presented in Note 6 to the financial statements.

#### **ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES**

Van Buren County, Iowa's elected and appointed officials and citizens considered many factors when setting the fiscal year 2010 budget, tax rates, and the fees that will be charged for various County activities. One of those factors is the economy. The County's estimated population for 2009 shows a decrease of 133, from the official 2000 census, after an increase of 124 from the official 1990 to 2000 census. Unemployment in the County now stands at 8.7% versus 4.5% a year ago. This compares with the State's unemployment rate of 6.7% and the national rate of 10.2%.

Inflation in the State continues to be somewhat lower than the national Consumer Price Index increase. The State's CPI increase was (3.618)% for the 12 month period ending September, 2009 compared with the national rate of (3.122)%. Inflation has been modest here due in part to the slowing of the residential housing market and modest increases in energy and food prices in 2008-2009.

These indicators were taken into account when adopting the budget for fiscal year 2010. Amounts available for appropriation in the operating budget are \$6,683,926, a decrease of 12.9% from the final amended fiscal year 2009 budget. The amount of revenue to support the above expenditures is projected to decrease 3.7% from the final amended fiscal year 2009 budget to \$6,390,293. Property and other County taxes supporting the fiscal year 2010 budget increased \$35,609 from the fiscal year 2009 budget and makes up 38.0% of the revenue for the fiscal year 2010 budgeted expenditures.

Decreases in roads and transportation and capital projects expenditures make up the majority of the budgeted decrease in expenditures for fiscal year 2010. The County has added no major new programs or initiatives to the 2010 budget.

If these estimates are realized, the County's budgetary operating balance is expected to decrease by the close of the fiscal year 2010 by \$283,533, leaving an overall reserve of approximately 27.1% of budgeted fiscal year 2010 expenditures.

#### CONTACTING THE COUNTY'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, taxpayers, customers, and creditors with a general overview of Van Buren County, lowa's finances and to show the County's accountability for the money it receives. If you have questions about this report or need additional financial information, contact the Van Buren County, lowa Auditor's Office, 406 Dodge St., Keosauqua, Iowa.

## STATEMENT OF NET ASSETS <u>JUNE 30, 2009</u>

ASSETS:			Governmental <u>Activities</u>
Cash and pooled investments		\$	2,377,644
Receivables:		Ψ	2,011,044
Property tax:			
Delinquent			42,183
Succeeding year			2,324,176
Accounts			22,771
Accrued interest			1,069
Due from other governments			232,854
Inventories			1,079,984
Prepaid expenses			44,869
Capital assets (net of accumulated depreciation)			10,277,649
	TOTAL ASSETS		16,403,199
LIABILITIES:			
Accounts payable			82,099
Salaries and benefits payable			56,099
Due to other governments			110,780
Deferred revenue:			
Succeeding year property tax			2,324,176
Long-term liabilities:			
Portion due and payable within one year:			
Compensated absences			128,362
Estimated liability for landfill post closure			15,000
Portion due and payable after one year:			
Estimated liability for landfill post closure			210,000
	TOTAL LIABILITIES		2,926,516
NET ASSETS:			
Invested in capital assets, net of related debt			10,277,649
Restricted for:			
Supplemental levy			288,431
Mental health			137,772
Rural services			116,383
Secondary roads			1,582,701
Other purposes			598,974
Unrestricted			474,773
	TOTAL NET ASSETS	\$	13,476,683

## STATEMENT OF ACTIVITIES YEAR ENDED JUNE 30, 2009

		Progra		
			Operating	Net
			Grants,	(Expense)
			Contributions	Revenue and
		Charges	and Restricted	Changes in
Functions/Programs	<u>Expenses</u>	for Service	<u>Interest</u>	Net Assets
Governmental activities:				
Public safety and legal services	\$ 988,047	\$ 142,166	\$ 16,716	\$ (829,165)
Physical health and social services	382,957	71,088	127,987	(183,882)
Mental health	514,112	-	495,825	(18,287)
County environment and education	441,323	107,006	474,442	140,125
Roads and transportation	2,833,567	1,440	2,195,338	(636,789)
Governmental services to residents	313,463	93,708	2,595	(217,160)
Administration	577,304	4,384	281,463	(291,457)
Capital projects	1,399	_		(1,399)
Total	\$ <u>6,052,172</u>	\$ <u>419,792</u>	\$ 3,594,366	(2,038,014)
General revenues:				
Property and other County tax levied for:				
General purposes				1,638,702
Penalty and interest on property tax				34,826
State tax credits				187,252
Local option sales tax				298,595
Unrestricted investment earnings				84,164
Miscellaneous				101,642
Loss on disposal of capital assets				(9,502)
Total general revenues				2,335,679
Change in net assets				297,665
-				•
Net assets - Beginning of year			•	13,179,018
Net assets - End of year				\$ 13,476,683

#### BALANCE SHEET GOVERNMENTAL FUNDS JUNE 30, 2009

•		Special Revenue			Nonmajor	
		MH-DD	Rural	Secondary	Governmental	
400,000	<u>General</u>	<u>Services</u>	<u>Services</u>	<u>Roads</u>	<u>Funds</u>	<u>Total</u>
<u>ASSETS</u>						
Cash and pooled investments Receivables: Property tax:	\$ 1,058,569	\$ 217,926	\$ 102,357	\$ 399,932	\$ 598,860	\$ 2,377,644
Delinquent	40,125	1,150	908	-	-	42,183
Succeeding year	1,710,737	272,547	340,892	-	-	2,324,176
Accounts	15,969	-	-	6,492	310	22,771
Accrued interest	690	-	-	-	379	1,069
Due from other governments	34,839	224	28,124	169,667	-	232,854
Inventories	44.00=	-	-	1,079,984	-	1,079,984
Prepaid expenses	41,935	617		2,317	**	44,869
TOTAL ASSETS	\$ <u>2,902,864</u>	\$ <u>492,464</u>	\$ <u>472,281</u>	\$ <u>1,658,392</u>	\$ 599,549	\$ <u>6,125,550</u>
LIABILITIES AND FUND BALANCES						
<u>LIABILITIES</u> :						
Accounts payable	\$ 31,387	\$ 4,649	\$ 12,964	\$ 32,808	\$ 291	\$ 82,099
Salaries and benefits payable	19,596	-	1,137	35,366	-	56,099
Due to other governments	26,617	76,362	-	7,517	284	110,780
Deferred revenue:						
Succeeding year property tax	1,710,737	272,547	340,892	-	-	2,324,176
Other	39,930	1,134	905	<del></del>		41,969
TOTAL LIABILITIES	<u>1,828,267</u>	354,692	355,898	<u>75,691</u>	575	2,615,123
FUND BALANCES:						
Reserved for: Supplemental levy	288,431					288,431
Unreserved, reported in:	ا و <del>بار</del> 00 ک	_	-	-	-	200,431
General fund	786,166	_	_	_	_	786,166
Special revenue funds	700,100	137,772	116,383	1,582,701	598,974	2,435,830
Total fund balances	1,074,597	137,772	116,383	1,582,701	598,974	3,510,427
Total fully balances	1,014,001	1011112	110,000	1,002,701	030,974	0,010,421
TOTAL LIABILITIES						
AND FUND BALANCES	\$ <u>2,902,864</u>	\$ <u>492,464</u>	\$ <u>472,281</u>	\$ <u>1,658,392</u>	\$ 599,549	\$ <u>6,125,550</u>

#### Exhibit D

#### VAN BUREN COUNTY, IOWA

## RECONCILIATION OF THE BALANCE SHEET GOVERNMENTAL FUNDS TO THE STATEMENT OF NET ASSETS JUNE 30, 2009

Total governmental fund balances	\$ 3,510,427
Amounts reported for governmental activities in the statement of net assets are different because:	
Capital assets used in governmental activities are not current financial resources and, therefore, are not reported in the funds. The cost of assets is \$15,816,403 and the accumulated depreciation is \$5,538,754.	10,277,649
Because some revenues will not be collected for several months after year end they are deferred in the governmental funds.	41,969
Long-term liabilities, including estimated liability for landfill postclosure costs and compensated absences payable, are not due and payable in the current period and, therefore, are not reported in the governmental funds.	(353,362)
Net assets of governmental activities	\$ 13,476,683

## STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES GOVERNMENTAL FUNDS YEAR ENDED JUNE 30, 2009

			Special Reve	nue	Nonmajor	
		MH-DD	Rural	Secondary	Governmental	
	<u>General</u>	<u>Services</u>	<u>Services</u>	<u>Roads</u>	<u>Funds</u>	<u>Total</u>
REVENUES:						
Property and other County tax	\$ 1,634,561	\$ 232,875	\$ 626,065	\$ -	\$ -	\$ 2,493,501
Interest and penalty on property tax	34,826	Ψ 202,010	Ψ 020,000	Ψ -	Ψ -	34,826
Intergovernmental	496,070	307,180	62,140	2,195,338	28,521	3,089,249
Licenses and permits	14,151	-	,	1,440	,	15,591
Charges for service	210,916	-	23,834		3,341	238,091
Use of money and property	121,185	-	-	-	11,552	132,737
Miscellaneous	39,802	57	1,765	23,014	286,565	351,203
Total revenues	<u>2,551,511</u>	540,112	713,804	2,219,792	329,979	6,355,198
EXPENDITURES:						
Current;						
Public safety and legal services	966,222	-	6,042	-	_	972,264
Physical health and social services	374,866	•	•	<u></u>	-	374,866
Mental health	-	499,071	-	-	-	499,071
County environment and education	266,355		150,154	-	28,593	445,102
Roads and transportation		-	-	2,370,658	-	2,370,658
Governmental services to residents	282,368	-		-	3,010	285,378
Administration	539,666	-	7,276	-		546,942
Capital projects	181	<del></del>	<del></del>	14,618	8,218	23,017
Total expenditures	2,429,658	499,071	163,472	2,385,276	39,821	<u>5,517,298</u>
Excess (deficiency) of revenues over						
(under) expenditures	121,853	41,041	550,332	(165,484)	290,158	837,900
Other financial courses (uses)						
Other financial sources (uses): Sale of capital assets	3,433	_	_	_		3,433
Transfers in	3,449	_	3,080	497,788	_	504,317
Transfers out	-	-	(497,788)	701,100	(6,529)	(504,317)
Total other financing sources (uses)	6,882		(494,708)	497,788	(6,529)	3,433
Total other intarioning sources (uses)		<del></del>	(434,700)	401,100	(0,529)	
Net change in fund balances	128,735	41,041	55,624	332,304	283,629	841,333
Fund balances - Beginning of year	945,862	96,731	60,759	1,250,397	315,345	2,669,094
Fund balances - End of year	\$ 1,074,597	\$ <u>137,772</u>	\$ <u>116,383</u>	\$ <u>1,582,701</u>	\$ 598,974	\$ 3,510,427

# RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES YEAR ENDED JUNE 30, 2009

Net change in fund balances - Total governmental funds

\$ 841,333

Amounts reported for governmental activities in the statement of activities are different because:

Governmental funds report capital outlays as expenditures while governmental activities report depreciation expense to allocate those expenditures over the life of the assets. Depreciation expense exceeded expenditures and construction in progress in the current year as follows:

progress in the current year as lollows:		
Expenditures for capital assets Construction in progress Depreciation expense	\$ 104,072 6,088 (695,725)	(585,565)
Repayment of long-term liabilities is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the Statement of Net Assets		54,239
Because some revenues will not be collected for several months after year end they are deferred in the governmental funds		4,141
Some expenses reported in the Statement of Activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds, as follows:		
Compensated absences		(3,549)
In the Statement of Activities, the loss on the disposition of capital assets is reported, whereas the governmental funds report the proceeds from the sale as an increase in financial resources		_(12,934)
Change in net assets of governmental activities		\$ 297,665

## STATEMENT OF FIDUCIARY ASSETS AND LIABILITIES AGENCY FUNDS JUNE 30, 2009

#### **ASSETS**

Cash and pooled investments: County Treasurer Other County officials Accounts receivable Property tax receivable:			\$ 773,894 28,519 5,790
Delinquent			26,231
Succeeding year			5,498,282
Accrued interest			126
Due from other governments			7,524
Prepaid expenses			4,621
		TOTAL ASSETS	6,344,987
	<u>LIABILITIES</u>		
Accounts payable Due to other governments Salaries and benefits payable Trusts payable			248 6,320,535 547 23,657
		TOTAL LIABILITIES	6,344,987
		NET ASSETS	\$ _

#### **NOTES TO FINANCIAL STATEMENTS**

#### NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Van Buren County, lowa is a political subdivision of the State of Iowa and operates under the Home Rule provisions of the Constitution of Iowa. The County operates under the Board of Supervisors form of government. Elections are on a partisan basis. Other elected officials operate independently with the Board of Supervisors. These officials are the Auditor, Treasurer, Recorder, Sheriff, and Attorney. The County provides numerous services to citizens, including law enforcement, health and social services, parks and cultural activities, planning and zoning, roadway construction and maintenance, and general administrative services.

The County's financial statements are prepared in conformity with U.S. generally accepted accounting principles as prescribed by the Governmental Accounting Standards Board.

#### A. Reporting Entity

For financial reporting purposes, Van Buren County, lowa has included all funds, organizations, agencies, boards, commissions and authorities. The County has also considered all potential component units for which it is financially accountable and other organizations for which the nature and significance of their relationship with the County are such that exclusion would cause the County's financial statements to be misleading or incomplete. The Governmental Accounting Standards Board has set forth criteria to be considered in determining financial accountability. These criteria include appointing a voting majority of an organization's governing body and (1) the ability of the County to impose its will on that organization or (2) the potential for the organization to provide specific benefits to or impose specific financial burdens on the County.

These financial statements present Van Buren County, Iowa (the primary government) and its component units. The component units discussed below are included in the County's reporting entity because of the significance of their operational or financial relationships with the County.

<u>Blended Component Units</u> - The following component units are entities which are legally separate from the County, but are so intertwined with the County that they are, in substance, the same as the County. They are reported as part of the County and blended into the appropriate funds.

A drainage district has been established pursuant to Chapter 468 of the Code of lowa for the drainage of surface waters from agricultural and other lands or the protection of such lands from overflow. Although this district is legally separate from the County, it is controlled, managed and supervised by the Fox River Drainage Board. The drainage district is reported as an Agency Fund. Financial information about the drainage district can be obtained from the Van Buren County Auditor's office.

Jointly Governed Organizations – The County participates in several jointly governed organizations that provide goods or services to the citizenry of the County but do not meet the criteria of a joint venture since there is no ongoing financial interest or responsibility by the participating governments. The County Board of Supervisors are members of or appoint representatives to the following boards and commissions: Van Buren County Assessor's Conference Board, Van Buren County Joint Disaster Services Commission and Van Buren County Joint E-911 Service Board. Financial transactions of these organizations are included in the County's financial statements only to the extent of the County's fiduciary relationship with the organization and, as such, are reported in the Agency Funds of the County.

#### B. Basis of Presentation

<u>Government-wide Financial Statements</u> – The Statement of Net Assets and the Statement of Activities report information on all of the nonfiduciary activities of the County and its component units. For the most part, the effect of interfund activity has been removed from these statements. Governmental activities are supported by property tax, intergovernmental revenues and other nonexchange transactions.

#### NOTES TO FINANCIAL STATEMENTS

#### NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

#### B. <u>Basis of Presentation</u> (Continued)

The Statement of Net Assets presents the County's nonfiduciary assets and liabilities, with the difference reported as net assets. Net assets are reported in three categories.

<u>Invested in capital assets, net of related debt</u> – consists of capital assets, net of accumulated depreciation and reduced by outstanding balances for bonds, notes and other debt attributable to the acquisition, construction or improvement of those assets.

Restricted net assets – result when constraints placed on net asset use are either externally imposed or imposed by law through constitutional provisions or enabling legislation.

<u>Unrestricted net assets</u> – consist of net assets not meeting the definition of the two preceding categories. Unrestricted net assets often have constraints on resources imposed by management which can be removed or modified.

The Statement of Activities demonstrates the degree to which the direct expenses of a given function are offset by program revenues. Direct expenses are those clearly identifiable with a specific function. Program revenues include (1) charges to customers or applicants who purchase, use or directly benefit from goods, services or privileges provided by a given function and (2) grants, contributions and interest restricted to meeting the operational or capital requirements of a particular function. Property tax and other items not properly included among program revenues are reported instead as general revenues.

<u>Fund Financial Statements</u> – Separate financial statements are provided for governmental funds and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds are reported as separate columns in the fund financial statements. All remaining governmental funds are aggregated and reported as nonmajor governmental funds.

The County reports the following major governmental funds:

The General Fund is the general operating fund of the County. All general tax revenues and other revenues not allocated by law or contractual agreement to some other fund are accounted for in this fund. From this fund are paid the general operating expenditures, the fixed charges and the capital improvement costs that are not paid from other funds.

#### Special Revenue:

The MH-DD Services Fund is used to account for property tax and other revenues designated to be used to fund mental health, mental retardation, and developmental disabilities services.

The Rural Services Fund is used to account for property tax and other revenues to provide services which are primarily intended to benefit those persons residing in the county outside of incorporated city areas.

The Secondary Roads fund is used to account for secondary road construction and maintenance.

Additionally, the County reports the following funds:

#### Fiduciary Funds:

Agency Funds are used to account for assets held by the County as an agent for individuals, private organizations, certain jointly governed organizations, other governmental units and/or other funds.

#### **NOTES TO FINANCIAL STATEMENTS**

#### NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

#### C. Measurement Focus and Basis of Accounting

The government-wide and fiduciary fund financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property tax is recognized as revenue in the year for which it is levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been satisfied.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the County considers revenues to be available if they are collected within 60 days after year end.

Property tax, intergovernmental revenues (shared revenues, grants and reimbursements from other governments) and interest are considered to be susceptible to accrual. All other revenue items are considered to be measurable and available only when cash is received by the County.

Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, principal and interest on long-term debt, claims and judgments and compensated absences are recorded as expenditures only when payment is due. Capital asset acquisitions are reported as expenditures in governmental funds. Proceeds of general long-term debt and acquisitions under capital leases are reported as other financing sources.

Under the terms of grant agreements, the County funds certain programs by a combination of specific cost-reimbursement grants, categorical block grants and general revenues. Thus, when program expenses are incurred, there are both restricted and unrestricted net assets available to finance the program. It is the County's policy to first apply cost-reimbursements grant resources to such programs, followed by categorical block grants, and then by general revenues.

The County maintains its financial records on the cash basis. The financial statements of the County are prepared by making memorandum adjusting entries to the cash basis financial records.

#### D. Assets, Liabilities and Fund Equity

The following accounting policies are followed in preparing the financial statements:

<u>Cash and Pooled investments</u> – The cash balances of most County funds are pooled and invested. Interest earned on investments is recorded in the General Fund, unless otherwise provided by law. Investments are stated at fair value except for non-negotiable certificates of deposit which are stated at cost.

<u>Property Tax Receivable</u> – Property tax in governmental funds is accounted for using the modified accrual basis of accounting.

Property tax receivable is recognized in these funds on the levy or lien date, which is the date the tax asking is certified by the County Board of Supervisors. Delinquent property tax receivable represents unpaid taxes for the current and prior years. The succeeding year property tax receivable represents taxes certified by the Board of Supervisors to be collected in the next fiscal year for the purposes set out in the budget for the next fiscal year. By statute, the Board of Supervisors is required to certify its budget in March of each year for the subsequent fiscal year. However, by statute, the tax asking and budget certification for the following fiscal year becomes effective on the first day of that year. Although the succeeding

#### NOTES TO FINANCIAL STATEMENTS

#### NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

#### D. <u>Assets, Liabilities and Fund Equity</u> (Continued)

year property tax receivable has been recorded, the related revenue is deferred in both the government-wide and fund financial statements and will not be recognized as revenue until the year for which it is levied.

Property tax revenue recognized in these funds become due and collectible in September and March of the fiscal year with a 1 ½% per month penalty for delinquent payments; is based on January 1, 2007 assessed property valuations; is for the tax accrual period July 1, 2008 through June 30, 2009 and reflects the tax asking contained in the budget certified by the County Board of Supervisors in March 2008.

<u>Due from Other Governments</u> – Due from other governments represents amounts due from the State of Iowa, various shared revenues, grants and reimbursements from other governments.

<u>Inventories</u> – Inventories are valued at cost using the first-in, first-out method. Inventories consist of expendable supplies held for consumption. Inventories of governmental funds are recorded as expenditures when consumed rather than when purchased.

<u>Capital Assets</u> — Capital assets, which include property, equipment and vehicles, and infrastructure assets acquired after July 1, 1980 (e.g., roads, bridges, curbs, gutters, sidewalks, and similar items which are immovable and of value only to the County), are reported in the governmental activities column in the government-wide Statement of Net Assets. Capital assets are recorded at historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation. The costs of normal maintenance and repair that do not add to the value of the asset or materially extend asset lives are not capitalized. Reportable capital assets are defined by the County as assets with initial, individual costs in excess of the following thresholds and estimated useful lives in excess of two years.

Asset Class	<u>Amount</u>
Infrastructure	\$ 50,000
Land, buildings and improvements	25,000
Equipment and vehicles	5,000

Capital assets of the County are depreciated using the straight line method over the following estimated useful lives:

Asset Class	Estimated Useful Lives ( <u>In Years</u> )
Infrastructure	30-50
Buildings and improvements	40-50
Equipment	2-20
Vehicles	3-10

#### NOTES TO FINANCIAL STATEMENTS

#### NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

#### D. <u>Assets, Liabilities and Fund Equity</u> (Continued)

<u>Due to Other Governments</u> – Due to other governments represents taxes and other revenues collected by the County and payments for services which will be remitted to other governments.

<u>Trusts Payable</u> – Trusts payable represent amounts due to others which are held by various County officials in fiduciary capacities until the underlying legal matters are resolved.

<u>Deferred Revenue</u> – Although certain revenues are measurable, they are not available. Available means collected within the current period or expected to be collected soon enough thereafter to be used to pay liabilities of the current period. Deferred revenue in the governmental fund financial statements represents the amount of assets that have been recognized, but the related revenue has not been recognized since the assets are not collected within the current period or expected to be collected soon enough thereafter to be used to pay liabilities of the current period. Deferred revenue consists of property tax receivable and other receivables not collected within 60 days after year end.

Deferred revenue in the Statement of Net Assets consists of succeeding year property tax receivable that will not be recognized as revenue until the year for which it is levied.

<u>Compensated Absences</u> – County employees accumulate a limited amount of earned but unused vacation and sick leave hours for subsequent use or for payment upon termination, death or retirement. A liability is recorded when incurred in the government-wide and fiduciary fund financial statements. A liability for these amounts is reported in governmental fund financial statements only for employees that have resigned or retired. The compensated absences liability has been computed based on rates of pay in effect at June 30, 2009. The compensated absences liability attributable to the governmental activities will be paid primarily by the General and Secondary Roads Funds.

<u>Long-term Liabilities</u> – In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the Statement of Net Assets. Bond issuance costs are reported as deferred charges and amortized over the term of the related debt.

In the governmental fund financial statements, the face amount of debt issued is reported as other financing sources. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

<u>Fund Equity</u> – In the governmental fund financial statements, reservations of fund balance are reported for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Designations of fund balance represent tentative management plans that are subject to change.

#### E. Budgets and Budgetary Accounting

The budgetary comparison and related disclosures are reported as Required Supplementary Information. During the year ended June 30, 2009, disbursements did not exceed the amounts budgeted.

#### NOTES TO FINANCIAL STATEMENTS

#### NOTE 2: CASH AND POOLED INVESTMENTS

The County's deposits in banks at June 30, 2009 were entirely covered by federal depository insurance or by the State Sinking Fund in accordance with Chapter 12C of the Code of Iowa. This chapter provides for additional assessments against the depositories to insure there will be no loss of public funds.

The County is authorized by statute to invest public funds in obligations of the United States government, its agencies and instrumentalities; certificates of deposit or other evidences of deposit at federally insured depository institutions approved by the Board of Supervisors; prime eligible bankers acceptances; certain high rated commercial paper; perfected repurchase agreements; certain registered open-end management investment companies; certain joint investment trusts; and warrants or improvement certificates of a drainage district.

Interest Rate Risk – The County's investment policy limits the investment of operating funds (funds expected to be expended in the current budget year or within 15 months of receipt) in instruments that mature within 397 days. Funds not identified as operating funds may be invested in investments with maturities longer than 397 days but the maturities shall be consistent with the needs and use of the County.

#### NOTE 3: INTERFUND TRANSFERS

The detail of interfund transfers for the year ended June 30, 2009 is as follows:

Transfer to Transfer from		<u>Amount</u>
General	Special Revenue: Maribah Reubel	\$ 3,449
Special Revenue: Secondary Roads Rural Services	Special Revenue: Rural Services Solid Waste Planning	497,788 
	Total	\$ <u>504,317</u>

Transfers generally move resources from the fund statutorily required to collect the resources to the fund statutorily required to expend the resources.

#### NOTES TO FINANCIAL STATEMENTS

#### NOTE 4: CAPITAL ASSETS

Capital assets activity for the year ended June 30, 2009 was as follows:

		Balance Beginning of <u>Year</u>		ncreases and ransfers	Decreases and <u>Transfers</u>		Balance End of <u>Year</u>
Governmental Activities: Capital assets not being depreciated:							
Land	\$	1,179,587	\$	-	\$	_	\$ 1,179,587
Construction in progress  Total capital assets not being		360,746		6,088		<u>348,099</u>	18,735
depreciated		<u> 1,540,333</u>		6,088		<u>348,099</u>	<u>1,198,322</u>
Capital assets being depreciated:							
Buildings and improvements		2,981,296		_		_	2,981,296
Equipment and vehicles		4,375,259		98,373		53,773	4,419,859
Infrastructure		6,863,128		353,798		-	7,216,926
Total capital assets being		0,000,120		000,100		-	1,210,020
depreciated		14,219,683		<u>452,171</u>		53,773	<u>14,618,081</u>
Less accumulated depreciation for:							
Buildings and improvements		1,513,250		76,156		_	1,589,406
Equipment and vehicles		2,296,265		263,459		40,839	2,518,885
Infrastructure		<u> 1,074,353</u>		<u>356,110</u>			<u>1,430,463</u>
Total accumulated							
depreciation		<u>4,883,868</u>		<u>695,725</u>		40,839	<u>5,538,754</u>
Total capital assets being							
depreciated, net		9,335,815		(243,554)		12,934	9,079,327
				(=,0,00.)			
Governmental activities capital							
assets, net	\$	<u>10,876,148</u>	\$	( <u>237,466</u> )	\$	<u>361,033</u>	\$ <u>10,277,649</u>
Depreciation expense was charged to	the	following function	ons:				
Governmental Activities:							
Public safety and legal services			\$	73,131			
Physical health and social services			Ψ	8,108			
Mental health				13,991			
County environment and education				10,369			
Roads and transportation				538,691			
Governmental services to residents	8			21,373			
Administration				30,062			
Total depreciation expense -							
Governmental activities			\$	<u>695,725</u>			

#### **NOTES TO FINANCIAL STATEMENTS**

#### NOTE 5: DUE TO OTHER GOVERNMENTS

The County purchases services from other governmental units and also acts as a fee and tax collection agent for various governmental units. Tax collections are remitted to those governments in the month following collection. A summary of amounts due to other governments is as follows:

<u>Fund</u>	Coll D	ervices and lections and lelinquent perty Taxes	ceeding Year operty Taxes	<u>Total</u>
General	\$	26,617	\$ <u> </u>	\$ 26,617
Special Revenue: MH-DD Services Secondary Roads Recorder's Funds		76,362 7,517 <u>284</u> 84,163	- - 	76,362 7,517 <u>284</u> 84,163
Trust and Agency: Townships County Assessor Schools Area school Corporations County Hospital County Hospital Ambulance E-911 Auto License and Use Tax Drainage Districts All other		2,899 29,634 100,195 5,009 15,710 18,676 131,336 144,724 143,996 140,325 89,749 822,253	120,918 65,413 3,682,639 200,975 530,945 700,025 59,607 - - 137,760 5,498,282	123,817 95,047 3,782,834 205,984 546,655 718,701 190,943 144,724 143,996 140,325 227,509 6,320,535
	\$	<u>933,033</u>	\$ <u>5,498,282</u>	\$ <u>6,431,315</u>

#### **NOTE 6: LONG-TERM LIABILITIES**

A summary of changes in long-term liabilities for the year ended June 30, 2009 is as follows:

	Estimated Capital Liability for Lease Landfill Purchase Postclosure Agreement Care Costs			npensated bsences	<u>Total</u>		
Balance – Beginning of year Increases Decreases	\$	39,239 - <u>39,239</u>	\$	240,000 - 	\$ 124,813 128,362 <u>124,813</u>	\$ 404,052 128,362 <u>179,052</u>	
Balance End of year				225,000	<u>128,362</u>	<u>353,362</u>	
Due within one year	\$		\$	_15,000	\$ <u>128,362</u>	\$ 143,362	

#### NOTES TO FINANCIAL STATEMENTS

#### NOTE 6: LONG-TERM LIABILITIES (Continued)

#### Postclosure Care Costs

To comply with Federal and State regulations, the County is required to perform certain maintenance and monitoring functions at its landfill site for 30 years after closure. Although postclosure care costs will be paid only near or after the date that the landfill stops accepting waste, the County reports a portion of these postclosure care costs as a liability based on landfill capacity used as of each balance sheet date. The \$225,000 reported as estimated liability for landfill postclosure care costs at June 30, 2009 represents the cumulative amount reported to date based on the use of 100 percent of the estimated capacity of the landfill. This amount is based on what it would cost to perform all postclosure care during the year ended June 30, 2009. The County closed the landfill in 1994. Actual costs may be higher due to inflation, changes in technology, or changes in regulations.

State regulations require solid waste landfills to demonstrate financial responsibility for the costs of postclosure care. The County established a designated sinking fund for the annual cost of monitoring the closed landfill which is being funded by an annual assessment of \$17,600 to the participating members of the landfill, including the County. Any future excess of monitoring expenditures over the annual assessment will be added to the following year's assessment to the participating members.

#### NOTE 7: PENSION AND RETIREMENT BENEFITS

The County contributes to the Iowa Public Employees Retirement System (IPERS), which is a cost-sharing multiple-employer defined benefit pension plan administered by the State of Iowa. IPERS provides retirement and death benefits which are established by state statute to plan members and beneficiaries. IPERS issues a publicly available financial report that includes financial statements and required supplementary information. The report may be obtained by writing to IPERS, P.O. Box 9117, Des Moines, Iowa, 50306-9117.

Most regular plan members are required to contribute 4.10% of their annual covered salary and the County is required to contribute 6.35% of covered salary. Certain employees in special risk occupations and the County contribute an actuarially determined contribution rate. Contribution requirements are established by state statute. The County's contribution to IPERS for the years ended June 30, 2009, 2008 and 2007 were \$146,475, \$133,196, and \$125,038, respectively, equal to the required contributions for each year.

#### **NOTE 8: RISK MANAGEMENT**

Van Buren County, Iowa has entered into an agreement, as allowed by Chapter 331.301 of the Code of Iowa, to become a member in a local government risk pool to protect the County against tort liability, injuries to employees and other risks associated with County operations. The risk pool was created for the purposes of providing and maintaining self-insurance benefits on a group basis substantially at cost. There have been no reductions in insurance coverage from prior years.

Each member County is responsible for the payment of member contributions to the risk pool on an annual basis. Member contributions to the risk pool are recorded as expenditures from the operating funds at the time of payment to the risk pool. In the event of payment of any loss by the risk pool, the risk pool is subrogated to the extent of such payment to all the rights of the member County against any person or other entity legally responsible for damages for said loss, and in such event, the member County is responsible for rendering all reasonable assistance, other than pecuniary assistance, to affect recovery.

The risk pool is responsible for paying the premiums on the insurance policies when due; to pay claims in accordance with the various coverages and to make other payments as required by applicable law; to establish and accumulate a reserve or reserves in amounts which are deemed advisable or required by law to carry out the purposes of the risk pool; and to pay all reasonable and necessary expenses for administering the risk pool and fund.

The County's property and casualty contributions to the risk pool are recorded as expenditures from its operating funds at the time of payment to the risk pool. The County's annual contributions to the Pool for the year ended June 30, 2009 were \$199,930.

#### NOTES TO FINANCIAL STATEMENTS

#### NOTE 8: RISK MANAGEMENT (Continued)

Initial risk of loss for the self-insured coverage is retained by the risk pool. The risk pool obtained a reinsurance policy for the year ended June 30, 2009, which covers exposures of specific losses in excess of \$750,000 per occurrence up to the statutory limits for workers' compensation, including the retention of the pool, and in excess of \$250,000 per occurrence with excess of \$1,000,000, including the retention of the pool, for general liability. The policy obtained for the year ended June 30, 2009, covered exposures of \$750,000 and \$250,000, respectively, up to the above stated maximums including retention of the pool. The pool also provides general liability and property coverage of up to \$400,000 and \$100,000, respectively. Any claims in excess of these coverages are also reinsured. The risk pool fund records a liability for unpaid claims based on estimates for the costs of individual cases of losses and claims reported to year end, plus a provision for losses incurred but not yet reported. The estimates are based on the experience of similar organizations as determined by Arthur J. Gallagher and Co., the pool's service agent. At June 30, 2009, the risk pool fund reported a surplus of pool assets over liabilities.

Member Counties retain the risk of claims, if any, exceeding maximum reinsurance coverages and the amount of surplus maintained in the risk pool, by means of an assessment that would be charged to the member County in addition to the premium contributions. As of June 30, 2009, settled claims have not exceeded the risk pool or reinsurance company coverage since commencement of the risk pool.

Initial membership into the risk pool is for a mandatory five year period. Subsequent to the initial term, a member County may withdraw at the end of any given fiscal year. The initial membership period for Van Buren County, lowa commenced July 1, 1987 and ended June 30, 1992.

The County also carries commercial insurance purchased from other insurers for coverage associated with an employee blanket bond. Settled claims resulting from these risks have not exceeded commercial insurance coverage in any of the past three fiscal years.

#### NOTE 9: COUNTY CARE FACILITY

The County has an agreement with Center Village, Inc. which allows Center Village, Inc. to manage and operate the Van Buren County Care Facility. The County leases the Care Facility site to Center Village, Inc. at no cost. The current agreement will remain in force until June 30, 2010.

#### REQUIRED SUPPLEMENTARY INFORMATION

# BUDGETARY COMPARISON SCHEDULE OF RECEIPTS, DISBURSEMENTS AND CHANGES IN BALANCES BUDGET AND ACTUAL (CASH BASIS) - ALL GOVERNMENTAL FUNDS REQUIRED SUPPLEMENTARY INFORMATION YEAR ENDED JUNE 30, 2009

RECEIPTS:	(	Governmental Fund Types <u>Actual</u>		Budgete <u>Original</u>	d A	mounts <u>Final</u>		Final to Actual <u>Variance</u>
Property and other County tax	\$	2,496,467	\$	2,444,236	\$	2,504,236	\$	(7,769)
Interest and penalty on property tax	Ψ	34,736	Ψ	30,510	Ψ	30,510	Ψ	4,226
Intergovernmental		3,076,111		3,197,431		3,422,631		(346,520)
Licenses and permits		15,127		17,400		17,400		(2,273)
Charges for service		237,600		231,360		231,360		6,240
Use of money and property		132,916		146,880		146,880		(13,964)
Miscellaneous		349,400		82,010		282,010		67,390
Total receipts		6,342,357		6,149,827		6,635,027		(292,670)
DISBURSEMENTS:								
Public safety and legal services		979,525		1,012,429		1,012,429		32,904
Physical health and social services		362,245		432,575		492,575		130,330
Mental health		540,886		581,531		581,531		40,645
County environment and education		445,572		411,284		488,684		43,112
Roads and transportation		3,137,958		2,445,600		3,270,600		132,642
Governmental services to residents		288,526		285,563		296,063		7,537
Administration		534,844		575,765		575,765		40,921
Non-program		182		3,350		3,350		3,168
Capital projects		22,715		878,500		951,500		928,785
Total disbursements		6,312,453		6,626,597		7,672,497		1,360,044
Excess (deficiency) of receipts								
over (under) disbursements		29,904		(476,770)		(1,037,470)		1,067,374
Other financing sources, net		3,433		10,100		10,100		(6,667)
Excess (deficiency) of receipts and other								
financing sources over (under) disbursements								
and other financing uses		33,337		(466,670)		(1,027,370)		1,060,707
BALANCE - Beginning of year		2,344,177		2,051,420		2,344,176		1
BALANCE - End of year	\$	2,377,514	\$	1,584,750	\$	1,316,806	\$	1,060,708

#### BUDGET TO GAAP RECONCILIATION REQUIRED SUPPLEMENTARY INFORMATION YEAR ENDED JUNE 30, 2009

	C	Governmental Funds							
	Cash Basis	Accrual <u>Adjustments</u>	Modified Accrual <u>Basis</u>						
Revenues Expenditures	\$ 6,342,357 6,312,453	\$ (12,841) \$ 795,155	6,355,198 5,517,298						
Net	29,904	807,996	837,900						
Other financing sources, net Beginning fund balances	3,433 _2,344,177	324,917	3,433 2,669,094						
Ending fund balances	\$ 2,377,514	\$ 1,132,913 \$	3,510,427						

### NOTES TO REQUIRED SUPPLEMENTARY INFORMATION - BUDGETARY REPORTING YEAR ENDED JUNE 30, 2009

This budgetary comparison is presented as Required Supplementary Information in accordance with Governmental Accounting Standards Board Statement No. 41 for governments with significant budgetary perspective differences resulting from not being able to present budgetary comparisons for the General Fund and each major Special Revenue Fund.

In accordance with the Code of lowa, the County Board of Supervisors annually adopts a budget on the cash basis following required public notice and hearing for all funds except blended component units and Agency Funds, and appropriates the amount deemed necessary for each of the different County offices and departments. The budget may be amended during the year utilizing similar statutorily prescribed procedures. Encumbrances are not recognized on the cash basis budget and appropriations lapse at year end.

Formal and legal budgetary control is based upon ten major classes of expenditures known as functions, not by fund. The ten functions are: public safety and legal services, physical health and social services, mental health, county environment and education, roads and transportation, governmental services to residents, administration, non-program, debt service and capital projects. Function disbursements required to be budgeted include disbursements for the General Fund, the Special Revenue Funds, the Debt Service Fund and the Capital Projects Fund. Although the budget document presents function disbursements by fund, the legal level of control is at the aggregate function level, not by fund. Legal budgetary control is also based upon the appropriation to each office or department. During the year, one budget amendment increased budgeted disbursements by \$1,045,900. The budget amendments are reflected in the final budgeted amounts.

In addition, annual budgets are similarly adopted in accordance with the Code of Iowa by the appropriate governing body as indicated: for the County Extension Office by the County Agricultural Extension Council, for the County Assessor by the County Conference Board, for the E911 System by the Joint E911 Service Board and for Emergency Management Services by the County Emergency Management Commission.

#### OTHER SUPPLEMENTARY INFORMATION

## COMBINING BALANCE SHEET NONMAJOR SPECIAL REVENUE FUNDS JUNE 30, 2009

	·		REAP Fund	Recorder's <u>Funds</u>		Indian Creek <u>Watershed</u>
<u>ASSETS</u>						
Cash and pooled investments Receivables:		\$ \$	39,190	\$ 9,011	\$	68,079
Accounts	•			310		_
Accrued interest			22	6		
	TOTAL ASSETS	\$ \$	39,212	\$ 9,327	\$	68,079
LIABILITIES AND FUND BALAN	ICES					
<u>LIABILITIES</u> :						
Accounts payable		\$ \$	ю	\$ -	\$	-
Due to other governments			-	284		
Total liabilities				284	-	
FUND BALANCES:						
Unreserved, reported in:						
Special revenue funds			39,212	9,043		68,079
Total fund balances			39,212	9,043		68,079
	TOTAL LIABILITIES					
AND	FUND BALANCES	\$ \$	39,212	\$ 9,327	\$	68,079

#### Schedule 1

Solid Waste <u>Closure</u>		Meribah Ruebel <u>Trust</u>	Laura Daughrity <u>Trust</u>	Strieber <u>Trust</u>	Conservation Land <u>Acquisition</u>	<u>Total</u>
\$ 5,000	\$	129,554	\$ 11,742	\$ 315,681	\$ 20,603	\$ 598,860
<u>-</u>		-	-	338	13	310 379
\$ 5,000	\$ _	129,554	\$ 11,742	\$ 316,019	\$ 20,616	\$ 599,549
\$ -	\$	-	\$ -	\$ 291 -	\$ -	\$ 291 284
-	-	-	34	291		575
5,000 5,000	• •	129,554 129,554	11,742 11,742	315,728 315,728	20,616 20,616	598,974 598,974
\$ 5,000	\$	129,554	\$ 11,742	\$ 316,019	\$ 20,616	\$ 599,549

# COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES NONMAJOR SPECIAL REVENUE FUNDS YEAR ENDED JUNE 30, 2009

	Solid Waste <u>Planning</u>	REAP <u>Fund</u>	Recorder's Funds	Indian Creek <u>Watershed</u>
REVENUES: Intergovernmental Charges for service Use of money and property Miscellaneous Total revenues	\$ - - - -	\$ 27,756 - 376 - 28,132	\$ 3,341 95 	\$ 765 - - - - - 765
EXPENDITURES: Operating: County environment and education Governmental services to residents Capital projects Total expenditures	- - - -	17,822 - 1,738 19,560	3,010	266  
Excess of revenues over expenditures		8,572	426	499
Other financing uses: Transfers out	(3,080)	<u>-</u>		
Net change in fund balances	(3,080)	8,572	426	499
Fund balances - Beginning of year	3,080	30,640	8,617	67,580
Fund balances - End of year	\$ -	\$ 39,212	\$ 9,043	\$ 68,079

Solid Waste <u>Closure</u>	Meribah Ruebel <u>Trust</u>	Laura Daughrity <u>Trust</u>	Strieber <u>Trust</u>	Conservation Land <u>Acquisition</u>	<u>Total</u>
\$ -	\$ 4,274 140 4,414	\$ 367	\$ 6,220 270,000 276,220	\$ 220 16,425 16,645	\$ 28,521 3,341 11,552 286,565 329,979
-	- - -	217 - - 217	10,288 - 832 11,120	5,648 5,648	28,593 3,010 8,218 39,821
	4,414	150	265,100	10,997	290,158
	(3,449)			<u> </u>	(6,529)
	965	150	265,100	10,997	283,629
5,000	128,589	11,592	50,628	9,619	315,345
\$ 5,000	\$ 129,554	\$ 11,742	\$ 315,728	\$ 20,616	\$ 598,974

### COMBINING SCHEDULE OF FIDUCIARY ASSETS AND LIABILITIES AGENCY FUNDS JUNE 30, 2009

0 ..... (... 0 ....

			County Office	ces
		County	County	County
		<u>Recorder</u>	<u>Sheriff</u>	<u>Conservation</u>
<u>ASSETS</u>				
Cash and pooled investments: County Treasurer Other County officials Receivables:		\$ - 4,862	\$ - 13,485	\$ - 10,172
Accounts receivable Property tax: Delinquent		-	-	-
Succeeding year		-	_	-
Accrued interest		-	-	e e
Due from other governments		-	u u	-
Prepaid expenses				
	TOTAL ASSETS	\$ 4,862	\$ <u>13,485</u>	\$10,172
<u>LIABILITIES</u>				
Accounts payable  Due to other governments		\$ - 4,862	\$ - -	\$ - -
Salaries and benefits payable Trusts payable			13,485	10,172
	TOTAL LIABILITIES	\$ 4,862	\$ <u>13,485</u>	\$10,172

#### Schedule 3

<u>E-911</u>		Emergency anagement <u>Services</u>	Drainage <u>Districts</u>	County <u>Hospital</u>	Property Tax Agency	:	Townships
\$ 131,304	\$	18,631	\$ 140,319	\$ 15,722 -	\$ 5,240 -	\$	2,593
5,682		-	-	-	-		-
120 6,145 1,638	-	1,379	6	2,954 700,025 - -	3 662 - - -		306 120,918 - -
\$ 144,889	\$ .	20,010	\$ 140,325	\$ 718,701	\$ 5,905	\$	123,817
\$ 165 144,724	\$	- 19,463 547 -	\$ - 140,325 - -	\$ - 718,701 - -	\$ 5,905 - -	\$	- 123,817 - -
\$ 144,889	\$	20,010	\$ 140,325	\$ 718,701	\$ 5,905	\$	123,817

### COMBINING SCHEDULE OF FIDUCIARY ASSETS AND LIABILITIES AGENCY FUNDS JUNE 30, 2009

ASSETS		<u>Corporations</u>		<u>Schools</u>		Area <u>School</u>		County <u>Assessor</u>		Agriculture Extension Education	
<u> A35E13</u>											
Cash and pooled investments: County Treasurer Other County officials Receivables:	\$	10,856	\$	84,035	\$	4,161 -	\$	29,295	\$	1,103 -	
Accounts receivable Property tax:		۳				-		108		-	
Delinquent Succeeding year Accrued interest		4,854 530,945		16,160 3,682,639		848 200,975		276 65,413		214 50,776	
Due from other governments Prepaid expenses				-					-	- -	
TOTAL ASSETS	\$	546,655	\$	3,782,834	\$	205,984	\$	95,092	\$ .	52,093	
<u>LIABILITIES</u>											
Accounts payable Due to other governments Salaries and benefits payable Trusts payable	\$	546,655 - 	\$	3,782,834	\$	205,984	\$	45 95,047 - -	\$	52,093 - -	
TOTAL LIABILITIES	\$	546,655	\$	3,782,834	\$	205,984	\$	95,092	\$	52,093	

£	Special Appraisers	<u>.</u>	County Hospital <u>Ambulance</u>		Auto License and Use <u>Tax</u>	£	Special <u>Assessments</u>	Tax Sale Redemption <u>Trust</u>	) A	natomical Gift Public wareness and ansportatio	•	<u>Total</u>
\$	39,132	\$	131,084	\$	143,996	\$	2,072	\$ 14,347	\$	4	\$	773,894
	-		-		-		₩	-				28,519
	-				-		-					5,790
	364		252		-		-	-		-		26,231
	86,322		59,607		-		-	-		-		5,498,282
	~		-		-		-	-		-		126
	-		-		-		<b>-</b>			<b></b>		7,524
	2,983											4,621
\$	128,801	\$	190,943	\$	143,996	\$	2,072	\$ 14,347	\$	4	\$	6,344,987
										0,		
\$	38	\$	_	\$	_	\$	_	\$ _	\$	_	\$	248
•	128,763	•	190,943	•	143,996	•	2,072	14,347	•	4	Ť	6,320,535
	-		-				-	-		-		547
												23,657
\$	128,801	\$	190,943	\$	143,996	\$	2,072	\$ 14,347	\$	4	\$	6,344,987

### COMBINING SCHEDULE OF CHANGES IN FIDUCIARY ASSETS AND LIABILITIES AGENCY FUNDS YEAR ENDED JUNE 30, 2009

		County Offices							
	County	County	County	_					
	Recorder	<u>Sheriff</u>	<u>Conservation</u>	<u>E-911</u>					
ASSETS AND LIABILITIES									
Balances beginning of year	\$4,804	\$12,391	\$11,461	\$132,214					
Additions:									
Property and other County tax	M	w	<b>=</b>	-					
State tax credits	•	-	-	-					
E911 surcharge	•	-	•	37,276					
E911 payments	-	-	-	58,412					
Office fees and collections	52,375	9,318	71,129	-					
Auto licenses, use tax and postage	-	-	-	**					
Assessments	-	-	-						
Interest income	-	-	-	3,113					
Trusts	-	186,331	-	-					
Miscellaneous	-	-							
Total additions	52,375	195,649	71,129	98,801					
Deductions:									
Agency remittances:									
To other funds	52,317	8,710	15,275	-					
To other governments		5,416		86,126					
Trusts paid out		180,429	57,143						
Total deductions	52,317	194,555	72,418	86,126					
Balances end of year	\$ 4,862	\$ 13,485	\$10,172	\$ <u>144,889</u>					

#### Schedule 4

Emergency Management <u>Services</u>	Drainage <u>Districts</u>	County <u>Hospital</u>	Property Tax <u>Agency</u>	<u>Townships</u>	Corporations	<u>Schools</u>
\$13,443	\$138,850	\$ 683,124	\$3,788	\$ <u>112,619</u>	\$517,326	\$ 3,618,917
19,265	2,637 3,131 - 5,768	674,532 46,952 - - - - - - - - 721,484	5,834 52 - - - - - - - 5,886	117,142 7,266 - - - - - - - 124,408	508,712 39,940 - - - - - - - - - 548,652	3,545,732 250,885 - - - - - - - 3,796,617
12,698 ————————————————————————————————————	4,293 - - - - - - - - - - - - - - - - - - -	685,907 	3,769 - - - - - 3,769 \$ 5,905	113,210 - - - - - - - - - - - - - - - - - - -	519,323 	3,632,700 - 3,632,700 \$ 3,782,834

### COMBINING SCHEDULE OF CHANGES IN FIDUCIARY ASSETS AND LIABILITIES AGENCY FUNDS YEAR ENDED JUNE 30, 2009

	Area <u>School</u>	County <u>Assessor</u>	Agriculture Extension <u>Education</u>	Special <u>Appraisers</u>
ASSETS AND LIABILITIES				
Balances beginning of year	\$ <u>180,671</u>	\$ <u>113,781</u>	\$ 47,934	\$ 110,917
Additions:				
Property and other County tax	194,309	62,793	48,995	83,056
State tax credits	12,425	4,783	3,295	5,996
E911 surcharge	-	-	-	-
E911 payments	-	-	-	-
Office fees and collections	-	1,567	-	-
Auto licenses, use tax and postage	-	~	-	-
Assessments	-	•	-	-
Interest income Trusts	-	-	-	-
Miscellaneous	-	-	-	-
,,,,===-,,,,,===-=	000.704			
Total additions	206,734	<u>69,143</u>	52,290	\$ 89,052
Deductions:				
Agency remittances:				
To other funds	-	=	H	_
To other governments	181,421	87,832	48,131	71,168
Trusts paid out	H		· · · · · · · · · · · · · · · · · · ·	
Total deductions	<u>181,421</u>	87,832	48,131	71,168
Balances end of year	\$205,984	\$95,092	\$52,093	\$ _128,801

County Hospital <u>Ambulance</u>		Auto License and Use <u>Tax</u>	Special <u>Assessments</u>			se Special			Tax Sale Redemption <u>Trust</u>	Α	natomical Sift Public wareness and ansportation	<u>Total</u>
\$ 207,427	\$_	117,939	\$	2,954	\$	11,895	\$	6	\$	6,042,461		
57,438 3,998 - - - - - - - 61,436		1,520,610 - - - - - - - 1,520,610		9,494		175,860		63 63		5,298,543 375,592 56,541 58,412 134,389 1,520,610 12,131 6,244 362,191 63 7,824,716		
\$ 77,92077,920	_	64,658 1,429,895 1,494,553	\$	10,376	\$	173,408 173,408	\$	3 62 65	\$	140,963 6,970,247 410,980 7,522,190 6,344,987		

## SCHEDULE OF REVENUES BY SOURCE AND EXPENDITURES BY FUNCTION ALL GOVERNMENTAL FUNDS FOR THE LAST SEVEN YEARS

					Modified	Acc	rual Basis
DEVENUE O	· · · · ·	2009	2008		<u>2007</u>		2006
REVENUES:	•	0 400 504		_			
Property and other County tax	\$	2,493,501	\$ 2,184,687	\$	2,205,571	\$	2,006,201
Interest and penalty on property tax		34,826	30,425		30,508		27,086
Intergovernmental		3,089,249	3,458,521		3,073,145		3,064,744
Licenses and permits		15,591	13,783		12,091		26,255
Charges for service		238,091	257,904		210,902		210,593
Use of money and property		132,737	180,998		162,548		120,763
Miscellaneous		351,203	<u>163,281</u>		143,839	-	119,565
Total	\$	6,355,198	\$ 6,289,599	\$	5,838,604	\$	5,575,207
EXPENDITURES:							
Operating:							
Public safety and legal services	\$	972,264	\$ 944,331	\$	931,231	\$	874,495
Physical health and social services		374,866	414,008	•	426,691	•	382,600
Mental health		499,071	591,423		511,120		556,242
County environment and education		445,102	376,862		520,941		400,799
Roads and transportation		2,370,658	3,044,420		2,571,584		2,432,241
Governmental services to residents		285,378	291,045		263,431		359,341
Administration		546,942	544,756		543,979		480,431
Non-program		-	-				-
Capital projects		23,017	401,419		274,217	-	371,639
Total	\$	5,517,298	\$ 6,608,264	\$	6,043,194	\$	5,857,788

	<u>2005</u>		2004		<u>2003</u>
\$	2,045,314	\$	1,913,671	\$	1,626,591
	30,226		32,361		32,485
	2,991,029		3,001,220		3,222,742
	32,170		32,994		13,616
	215,606		222,555		180,490
	122,058		131,740		138,998
	109,544		164,268		170,438
\$	5,545,947	\$	5,498,809	\$	5,385,360
\$	853.684	\$	777,658	\$	776,408
•	348,215	•	367,353	•	337,499
	542,826		499,463		511,616
	298,893		390,250		278,938
	1,890,310		2,707,436		2,398,585
	283,145		243,480		238,593
	490,847		541,339		485,241
	2,376		1,617		15,762
	11,095		664,534		734,544
\$	4,721,391	\$	6,193,130	\$	5,777,186

# INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

To the Officials of Van Buren County, Iowa:

We have audited the accompanying financial statements of the governmental activities, each major fund and the aggregate remaining fund information of Van Buren County, Iowa, as of and for the year ended June 30, 2009, which collectively comprise the County's basic financial statements listed in the table of contents and have issued our report thereon dated November 30, 2009. We conducted our audit in accordance with U.S. generally accepted auditing standards and the standards applicable to financial audits contained in <u>Government Auditing Standards</u>, issued by the Comptroller General of the United States.

#### Internal Control Over Financial Reporting

In planning and performing our audit, we considered Van Buren County, lowa's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing our opinion on the effectiveness of Van Buren County, lowa's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of Van Buren County, lowa's internal control over financial reporting.

Our consideration of internal control over financial reporting was for the limited purpose described in the preceding paragraph and would not necessarily identify all deficiencies in internal control over financial reporting that might be significant deficiencies or material weaknesses. However, as discussed below, we identified certain deficiencies in internal control over financial reporting that we consider to be significant deficiencies, including deficiencies we consider to be material weaknesses.

A control deficiency exists when the design or operation of the control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects Van Buren County, lowa's ability to initiate, authorize, record, process, or report financial data reliably in accordance with U.S. generally accepted accounting principles such that there is more than a remote likelihood a misstatement of Van Buren County, lowa's financial statements that is more than inconsequential will not be prevented or detected by Van Buren County, lowa's internal control. We consider the deficiencies in internal control described in Part II of the accompanying Schedule of Findings to be significant deficiencies in internal control over financial reporting.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood a material misstatement of the financial statements will not be prevented or detected by Van Buren County, lowa's internal control.

Our consideration of the internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in the internal control that might be significant deficiencies and, accordingly, would not necessarily disclose all significant deficiencies that are also considered to be material weaknesses. However, of the significant deficiencies described above, we believe item II-A-09 is a material weakness.

#### Compliance and Other Matters

As part of obtaining reasonable assurance about whether Van Buren County, Iowa's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, non-compliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of non-compliance or other matters that are required to be reported under Government Auditing Standards.

Comments involving statutory and other legal matters about the County's operations for the year ended June 30, 2009 are based exclusively on knowledge obtained from procedures performed during our audit of the financial statements of the County. Since our audit was based on tests and samples, not all transactions that might have had on impact on the comments were necessarily audited. The comments involving statutory and other legal matters are not intended to constitute legal interpretations of those statutes.

Van Buren County, Iowa's responses to findings identified in our audit are described in the accompanying Schedule of Findings. While we have expressed our conclusions on the County's responses, we did not audit Van Buren County, Iowa's responses and, accordingly, we express no opinion on them.

This report, a public record by law, is intended solely for the information and use of the officials, employees and citizens of Van Buren County, lowa and other parties to whom the County may report including federal awarding agencies and pass-through entities. This report is not intended to be and should not be used by anyone other than these specified parties.

We would like to acknowledge the many courtesies and assistance extended to us by personnel of Van Buren County, lowa during the course of our audit. Should you have any questions concerning any of the above matters, we shall be pleased to discuss them with you at your convenience.

ANDERSON, LARKIN & CO. P.C.

Ottumwa, Iowa November 30, 2009

#### SCHEDULE OF FINDINGS YEAR ENDED JUNE 30, 2009

#### PART I: SUMMARY OF THE INDEPENDENT AUDITOR'S RESULTS:

- (a) Unqualified opinions were issued on the financial statements.
- (b) Significant deficiencies in internal control over financial reporting were disclosed by the audit of the financial statements, including a material weakness.
- (c) The audit did not disclose any non-compliance which is material to the financial statements.

#### PART II: FINDINGS RELATED TO THE FINANCIAL STATEMENTS:

#### Significant Deficiencies:

II-A-09 <u>Segregation of Duties</u> — One important aspect of internal control is the segregation of duties among employees to prevent an individual employee from handling duties which are incompatible. We noted that several County employees are involved with cash collections and computer data entry.

<u>Recommendation</u> — We realize that with a limited number of office employees, segregation of duties is difficult. However, the County should review its internal control procedures to obtain the maximum internal control possible under the circumstances.

Response – The internal policies will be reviewed on a regular basis.

<u>Conclusion</u> – Response accepted.

II-B-09 <u>Time Off</u> – Although all full time County employees earn vacation time, there is currently no County policy that requires employees to take time off.

Recommendation – In an effort to increase the County's internal controls, we suggest that the County adopt a policy that requires employees to take time off.

<u>Response</u> – We will look into adopting a policy that requires employees to take time off without sacrificing service to the community.

Conclusion - Response accepted.

#### Instances of Non-Compliance:

No matters were noted.

#### PART III: OTHER FINDINGS RELATED TO REQUIRED STATUTORY REPORTING:

- III-A-09 <u>Certified Budget</u> Disbursements during the year ended June 30, 2009 did not exceed the amounts budgeted.
- III-B-09 Questionable Expenditures No expenditures that may not meet the requirements of public purpose as defined in an Attorney General's opinion dated April 25, 1979 were noted.
- III-C-09 <u>Travel Expense</u> No expenditures of County money for travel expenses of spouses of County officials or employees were noted.
- III-D-09 <u>Business Transactions</u> No business transactions between the County and County officials or employees were noted.

### SCHEDULE OF FINDINGS YEAR ENDED JUNE 30, 2009

#### PART III: OTHER FINDINGS RELATED TO REQUIRED STATUTORY REPORTING: (Continued)

- III-E-09 <u>Bond Coverage</u> Surety bond coverage of County officials and employees is in accordance with statutory provisions. The amount of all bonds should be periodically reviewed to insure that the coverage is adequate for current operations.
- III-F-09 <u>Board Minutes</u> No transactions were found that we believe should have been approved in the Board minutes but were not.
- III-G-09 Deposits and Investments No instances of non-compliance with the deposit and investment provisions of Chapters 12B and 12C of the Code of Iowa and the County's investment policy were noted.
- III-H-09 Resource Enhancement and Protection Certification The County properly dedicated property tax revenue to conservation purposes as required by Chapter 455A.19(1)(b) of the Code of Iowa in order to receive the additional REAP funds allocated in accordance with subsections (b)(2) and (b)(3).
- III-I-09 County Extension Office The County Extension Office is operated under the authority of Chapter 176A of the Code of Iowa and serves as an agency of the State of Iowa. This fund is administered by an Extension Council separate and distinct from County operations and, consequently, is not included in Exhibits A or B.

Disbursements during the year ended June 30, 2009 for the County Extension Office did not exceed the amount budgeted.